

State of Vermont

Dept of Buildings & General Svcs
Purchasing & Contract Admin
1078 US Rte 2 - Middlesex
Montpelier VT 05633-7601
USA

CONTRACT



Vendor ID 0000014256
Crystal Rock Bottled Water
DBA Vermont Pure
PO Box 536
Williston VT 05495
USA

Phone #: 800-525-0070

Contract ID 0000000000000000000012896		Page 2 of 3
Contract Dates 04/10/2008 to 04/10/2010		Origin CPS
Description: CPS-BOTTLED DRINKING WATER		Contract Maximum \$9,999,999.99
Buyer Name LaRose, Deborah L	Buyer Phone 828-4635	Contract Status Approved

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
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INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR IN DUPLICATE ON THE VENDOR'S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES. INVOICING WILL BE DIRECTLY TO EACH LOCATION AND WILL BE BILLED ON THE FIRST OF THE MONTH.

DEFAULT: IN CASE OF DEFAULT OF THE CONTRACTOR, THE STATE MAY PROCURE THE MATERIALS OR SUPPLIES FROM OTHER SOURCES AND HOLD THE CONTRACTOR RESPONSIBLE FOR ANY EXCESS COST OCCASIONED THEREBY, PROVIDED, THAT IF PUBLIC NECESSITY REQUIRES THE USE OF MATERIALS OR SUPPLIES NOT CONFORMING TO THE SPECIFICATIONS THEY MAY BE ACCEPTED AND PAYMENT THEREFORE SHALL BE MADE AT A PROPER REDUCTION IN PRICE.

USAGE REPORTING: CONTRACTOR WILL BE REQUIRED TO SUBMIT QUARTERLY PRODUCT SALES REPORTS. THESE REPORTS WILL COVER THE FOLLOWING TIME PERIODS, AND MUST BE SENT TO THE PURCHASING AGENT NO MORE THAN FIFTEEN (15) DAYS AFTER THE END OF THE IDENTIFIED REPORTING PERIOD: EACH REPORT MUST CONTAIN THE FOLLOWING INFORMATION: CONTRACT NUMBER, THE USING DEPARTMENTS ADDRESS, CONTACT NAME AND TELEPHONE NUMBER, PRODUCT ORDERED, QUANTITY ORDERED, QUANTITY SHIPPED, PRICE CHARGED WITH TOTALS FOR EACH PRODUCT FOR EACH REPORT PERIOD.

REPORTING PERIODS: THE FIRST REPORT MUST BE RECEIVED BY THE END OF THE FIRST QUARTER AND QUARTERLY THEREAFTER IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

REPORTING PERIOD: JANUARY 1 - MARCH 31 ** REPORT DUE: APRIL 15
REPORTING PERIOD: APRIL 1 - JUNE 30 ** REPORT DUE: JULY 15
REPORTING PERIOD: JULY 1 - SEPTEMBER 30 ** REPORT DUE: OCTOBER 15
REPORTING PERIOD: OCTOBER 1 - DECEMBER 31 ** REPORT DUE: JANUARY 15

PURCHASING CARD: THE STATE IMPLEMENTED A VISA PURCHASING CARD PROGRAM. THE VISA CARD CAN BE USED FOR PURCHASING AND PAYING FOR SMALL DOLLAR, NON-CONTRACT ITEMS WITH A TOTAL VALUE OF \$2,500.00 OR LESS PER TRANSACTION. WHERE APPROPRIATE, THE STATE HAS ELECTED TO USE THE CARD AS A FORM OF PAYMENT FOR ITEMS UNDER CONTRACT. THE VISA PURCHASING CARD CAN BE USED WITH ANY VENDOR THAT ACCEPTS VISA AS FORM OF PAYMENT. THE PURCHASING CARD CAN BE USED TO MAKE PAYMENT ON THIS CONTRACT. THERE WILL BE NO ADDITIONAL DISCOUNT OFFERED WHEN USING THE PURCHASING CARD FOR PAYMENT.

PAYMENTS ARE TO BE SUBMITTED TO THE FOLLOWING REMIT TO ADDRESS:
CRYSTAL ROCK BOTTLED WATER
1050 BUCKINGHAM STREET
P O BOX 10028
WATERTOWN CT 06795-0028

WILLISTON BRANCH OFFICE FAX NUMBER 802-862-8174 - ATTN: JASON MILLER, BRANCH MANAGER

CUSTOMER SATISFACTION SURVEY: TO HELP US UNDERSTAND HOW WE CAN BETTER SERVE YOU, WE ARE INTERESTED IN RECEIVING YOUR COMMENTS REGARDING THE QUALITY OF SERVICE YOU RECEIVED IN YOUR MOST RECENT INTERACTION WITH THE DEPARTMENT OF BUILDINGS & GENERAL SERVICES (BGS). PLEASE COMPLETE THE ON-LINE CUSTOMER COMMENT FORM AT:
http://www.bgs.state.vt.us/forms/bgs_surveys/index.php?type=customer&action=customer

IF YOU HAVE ANY QUESTIONS REGARDING THIS DOCUMENT PLEASE CONTACT:
DEB LaROSE, PURCHASING AGENT, TELEPHONE 802-828-4635, FAX 802-828-2222
E-MAIL deb.larose@state.vt.us

EQUIPMENT: THE COOLERS WILL REMAIN THE PROPERTY OF THE CONTRACTOR AND ARE THE RESPONSIBILITY OF THE VENDOR TO MAINTAIN AND SERVICE ON AN AS NEEDED BASIS. ALL EQUIPMENT SHALL BE CLEAN AND IN GOOD WORKING ORDER. AN ANNUAL CLEANING AND INVENTORY OF ALL EQUIPMENT, WATER COOLERS WILL BE PERFORMED BY VENDOR EACH AUGUST. ALL REPAIRS AND REPLACEMENT OF ANY DEFECTIVE EQUIPMENT ARE TO BE COMPLETED WITHIN ONE BUSINESS DAY. FULL MAINTENANCE OF ALL EQUIPMENT IS TO BE INCLUDED IN THE MONTHLY RENTAL FEE. ALL REPAIRS AND UPGRADES TO EQUIPMENT SHALL BE AT THE COST OF THE VENDOR. A LIST OF EQUIPMENT LOCATIONS AND SERIAL NUMBERS SHALL BE SUBMITTED TO EACH BUSINESS OFFICE WITHIN 3 DAYS AFTER EQUIPMENT IS INSTALLED.

INVENTORY: THE INVENTORY OF WATER ON SITE IS TO BE MAINTAINED AT A LEVEL SUFFICIENT TO SUPPLY LOCATION FOR TWO WEEKS. THIS LEVEL WILL BE DETERMINED AND MAY BE MODIFIED BY THE DEPARTMENT/DIVISION SUPERVISOR.

NEW ACCOUNT: VENDOR HAS 3 WORKING DAYS TO SET UP A NEW ACCOUNT.

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DISCONTINUED ACCOUNT: LOCATION NEEDS TO CONTACT VENDOR TO STOP DELIVERY ON AN ACCOUNT AND THE VENDOR WILL BE RESPONSIBLE FOR PICKING UP THE EQUIPMENT AND UNUSED WATER.

POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES OF THE STATE MAY PARTICIPATE IN THIS CONTRACT AT THE SAME PRICES, TERMS AND CONDITIONS. ITEMS FURNISHED TO POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES WILL BE BILLED DIRECTLY TO AND PAID FOR BY THE POLITICAL SUBDIVISIONS OR INDEPENDENT COLLEGES AND NEITHER THE STATE NOR ITS COMMISSIONER OF BUILDINGS & GENERAL SERVICES PERSONALLY OR OFFICIALLY ASSUMES ANY RESPONSIBILITY.

THIS CONTRACT IS ALSO ISSUED ON BEHALF OF THE VERMONT STATE COLLEGES INC., A SEPARATE CORPORATION, HAVING UNDER ITS JURISDICTION CASTLETON STATE COLLEGE, JOHNSON STATE COLLEGE, LYNDON STATE COLLEGE, COMMUNITY COLLEGE OF VT AND THE VERMONT TECHNICAL COLLEGE. THIS ALSO APPLIES TO THE UNIVERSITY OF VERMONT.

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the STATE of VERMONT

By the CONTRACTOR

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Email: _____

Email: _____